



CoreFibre Networks

SUB-CONTRACTOR REGISTRATION FORMS



Please complete and return the new Contractor Information form.

DOCUMENT

Sub-Contractor Registration Forms

PREPARED BY

CoreFibre Networks Pty Ltd

Partner with CoreFibre Networks

CoreFibre Networks is seeking reliable and experienced Sub-Contractor Partners to support the delivery of installations, maintenance, and service requirements for both new and existing clients. We operate nationally and engage contractors across Australia to meet the needs of our expanding network projects.

Our partnerships are founded on professionalism, trust, and mutual support. In addition to engaging subcontractors for our own projects, we provide reciprocal assistance to our partners when their projects require our expertise.

Benefits of Partnering with CoreFibre Networks

- **Nationwide Engagements** - Access opportunities across multiple regions in Australia.
- **Reliable Payment Terms** - We maintain clear and timely payment practices.
- **Reciprocal Support** - We extend assistance to our partners where our expertise is required.

If you are a qualified and dependable contractor seeking a professional partnership with an established network provider, we welcome the opportunity to work with you.

CONTACT B1/8 Roger Street Port Melbourne VIC 3207 1300 008 200 info@corefibre.com.au	COMPANY DETAILS ABN: 98 638 716 882 Carrier Licence No. 533
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CoreFibre Networks - Sub-Contractor Information Form

Section 1 - Company Details

Field	Information
Company Name	
ABN	
Street Address	
Suburb	
Postcode	
Website	
Postal Address (if different)	

Section 2 - Primary Contact (Work Order Dispatch)

Field	Information
Name	
Phone	
Mobile	
Email	

Section 3 - Hours of Operation

Day	Hours
Monday - Friday	
Weekends	

Section 4 - Schedule of Rates

Standard Rates

Conditions	Rate (ex GST)
Hourly Rate (7:00 AM - 6:00 PM Mon-Fri)	\$
Hourly Rate (After Hours) - All other times	\$
Service Call Out Fee (No labour included)	\$
Emergency Call Out Fee (No labour included)	\$

Other Fees (Please specify)

Conditions	Rate (ex GST)
	\$
	\$
	\$

Section 5 - Services Provided

Please tick the services you provide:

Services	Tick (✓)
Voice & Data Cabling	☐
Wi-Fi Networks	☐
GPON Networks	☐
CCTV & Access Control	☐
Free-to-Air TV & Foxtel	☐
Intercom Systems	☐
Fibre Optic Installations	☐
Fibre Optic Splicing & Testing	☐
Security System Installations	☐
IT Services / Switches / IP Telephony	☐
Telco Pit & Pipe Installations	☐
Electrical Services	☐

Section 6 - Licences

(Please submit copies when returning this document)

Trade	Issuing Authority

Section 7 - Management Plans

(Please attach supporting documentation)

Management Plan	Yes (Y) / No (N)
Occupational Health & Safety	Y / N
Environmental Impact	Y / N
Risk Management	Y / N
SWMS (Safe Work Method Statements)	Y / N

Section 8 - Insurances

(Please attach supporting documentation)

Type	Insurer	Limit of Cover	Policy Number
Public Liability			
Workers Compensation			
Other (if applicable)			

Section 9 - Bank Details (for Payment)

Field	Information
Account Name	
Bank Name	
BSB	
Account No.	
Remittance Email	

Section 10 - Emergency Contact

Field	Information
Name	
Relationship	
Phone	
Mobile	

Submission Instructions

Please return the completed form along with all required documents to:
Email: info@corefibre.com.au
For any questions, please contact us at 1300 008 200

CoreFibre Networks Pty Ltd

Sub-Contractor Terms and Conditions

As a preferred sub-contractor and representative of CoreFibre Networks Pty Ltd, the following terms and conditions apply. You are required to abide by these practices and ethics when performing work for CoreFibre Networks.

1. Work Order & Job Completion

- **Job Sheets:** CoreFibre Networks will issue a job sheet with client and job details, which must be received before commencing work. Some jobs may also require the completion of a third-party job sheet.
- **Work Standards:**
 - o Perform all work professionally and to industry standards.
 - o Maintain accurate records.
 - o Clean the site upon completion.
 - o Ensure all customer requirements are met.
 - o Obtain customer sign-off for completed work.
 - o Notify CoreFibre Networks upon job completion.
- **Scheduling:** Work must be completed on the scheduled date and time. Any changes must be communicated before the scheduled time or as soon as possible to CoreFibre Networks.

2. Invoicing & Payment Terms

- **Submission:** Invoices must be sent to accounts@corefibre.com.au within two (2) working days of work completion. The CoreFibre Networks job number must be included as a reference.
- **Payment Terms:**
 - o Payment will be made 30 days from the date of invoice, or the date CoreFibre Networks receives the invoice (whichever is later)

3. Occupational Health & Safety (OH&S)

- Sub-contractors must comply with OH&S requirements by:
 - o Providing their own OH&S Management System documentation or
 - o Undergoing induction into the CoreFibre Networks OH&S Management System.
- Compliance includes:
 - o Maintaining up-to-date Certificates of Currency.
 - o Completing Risk Assessments for each job.
 - o Providing Safe Work Method Statements (SWMS) where applicable.

4. Client Interaction & Non-Solicitation

- **Customer Inquiries:** Any client inquiries for additional work or equipment must be directed to CoreFibre Networks' point of contact.
- **Prohibited Actions:**
 - o You must not provide CoreFibre Networks customers with your own business card, contact number, or email.
 - o You must not solicit or accept work directly from CoreFibre Networks clients outside the contracted scope of work.

5. Independent Contractor Status

By signing this agreement, you acknowledge that you are an independent contractor, not an employee or agent of CoreFibre Networks.

6. Insurance Requirements

- **Public Liability Insurance:**
 - o You must hold a current public liability policy (minimum coverage of \$20 million).
 - o CoreFibre Networks must be noted as a Principal Contractor on this policy.
 - o The policy must be updated annually, with a Certificate of Currency provided to CoreFibre Networks upon signing and each year thereafter.
- **Workers Compensation & Payroll Tax:**
 - o You are responsible for compliance with all relevant laws regarding insurance, payroll tax, superannuation, and any other employment-related obligations.

7. Stock & Equipment

- CoreFibre Networks may provide stock for installation at customer sites.
- **Responsibility & Risk:**
 - o Risk transfers to the sub-contractor upon receipt of stock.
 - o Title of stock remains with CoreFibre Networks while in your possession.
 - o You are responsible for any loss or damage to stock.
- **Collection:** Stock should be collected on the scheduled job date unless otherwise specified.

8. Indemnity

- You indemnify CoreFibre Networks from any liability, loss, damage, costs, or expenses arising from your actions or omissions while performing services.
- You confirm that your insurance covers all potential liabilities.

9. Payment Conditions

- Payments will be made only after:
 - o The job has been satisfactorily completed to industry standards.
 - o The work is signed off by the customer.
 - o All Photos and job documentation has be received by CoreFibre
 - o CoreFibre Networks has received payment from the customer.

10. Termination

Termination Events

This agreement may be immediately terminated if:

1. Insolvency Event: The sub-contractor is unable to meet financial obligations.
2. False Information: Any warranties made in this agreement are found to be false or misleading.
3. Force Majeure: If a force majeure event lasts for more than 20 business days.
4. Breach of Agreement: Failure to remedy a breach within 10 business days of receiving written notice from CoreFibre Networks.

Immediate Termination

CoreFibre Networks may terminate this agreement without notice if any Termination Event occurs.

11. Relationship & Governing Law

- This agreement does not establish a partnership, joint venture, or agency relationship between CoreFibre Networks and the sub-contractor.
- The agreement is governed by the laws of Victoria, Australia.

12. Acknowledgment & Agreement

By signing below, the Independent Contractor agrees to the above Terms and Conditions.

Dated: _____

CoreFibre Networks Representative

Signature	
Name	
Position Title	
Address	

Independent Contractor Company

Signature	
Name	
Position Title	
Company ABN	
Company Address	